

ASSOCIATION OF SUPERVISORS AND ADMINISTRATORS OF ROCHESTER

BYLAWS

ARTICLE I: NAME AND AFFILIATION

The organization shall be known as the Association of Supervisors and Administrators of Rochester (“ASAR” or “Association”) of the Rochester City School District (“District”). It is officially affiliated with the School Administrators Association of New York State (“SAANYS”).

ARTICLE II: MISSION

The mission of ASAR is to provide services that will support the development, maintenance, and growth of the professional, economic, and legal status of the membership.

ARTICLE III: PURPOSE

- A. Enhance the quality of education available to the students of Rochester.
- B. Enhance the quality of educational leadership in the Rochester City School District.
- C. Provide a forum for the discussion of problems of mutual concern.
- D. Support and promote the position of the membership on significant local, state, and national concerns to the educational community as well as to the public.
- E. Support the membership in their efforts to improve the working relationships among the separate elements of the education profession in Rochester.
- F. Support the membership to build relationships among the-professionals to enhance the quality of education and leadership in the District.

ARTICLE IV: MEMBERSHIP

- A. Composition: The Association is composed of those administrators and supervisors of the Rochester City School District who qualify for membership. The annual ASAR membership year is from July 1 to June 30.
- B. Membership: A member in good standing is:
 - a. Any District employee included in the recognition clause of the Collective Bargaining Agreement (CBA) or any additional relevant negotiated agreement between the Association and the District, and
 - b. Who has voluntarily arranged for payment of the prescribed annual local and affiliate dues by submitting any required form(s) as established by ASAR, the District, and SAANYS.
 - c. No one shall be denied membership in the Association because of race, sex, creed, color, national origin, political affiliation, religion, age, marital status, military status, veteran status, disability, sexual orientation, or any other protected class as defined by federal and state law.
- C. Rights of members in good standing – Unit members in good standing:
 - a. Will be notified of all full unit meetings and events.
 - b. May participate in full unit meetings and events.
 - c. Will have access to minutes of unit meetings, upon request.
 - d. May serve as officers, on Executive Council, or as Committee members.

- e. Will have voting privileges in elections and for those unit decisions put to a vote. These voting rights shall not extend to the work of the Executive Council unless a member holds an office and/or is on the Executive Council.
 - f. Will be provided with copies of the Association's CBA and any Memorandum of Agreement (MOA) impacting them.
 - g. Will be entitled to contract enforcement.
 - h. Will be entitled to all other benefits, professional consultation, and representation on job-related matters available from the Association and/or SAANYS. This includes the services of a SAANYS labor relations specialist or attorney when deemed necessary by ASAR and/or SAANYS.
- D. Expectations of members:
- a. To know and honor the CBA.
 - b. To support the mission and purposes of the bargaining unit.
 - c. To enable and support the unit leadership.
 - d. To follow all applicable regulations, laws, and processes related to the bargaining unit.
 - e. To promptly notify unit leaders of any contract violations or actions impacting unit work.
 - f. To actively support, and participate in, unit activities and initiatives.
 - g. To maintain appropriate confidentiality regarding unit matters.
 - h. To facilitate communication with others and work as a team on unit related matters.
 - i. To provide advocacy and be an ambassador for the unit and for the roles of all members as professionally committed administrators and critical educational leaders.
- E. Non-members are those eligible for membership who have opted out of membership in ASAR and SAANYS by refusing to join or by failing to fulfill the requirements of a member in good standing regarding local and affiliate dues in the period identified by the Association.
- a. Non-members do not have all the Association member rights outlined in Article IV, C. The Association shall only provide copies of the Association's CBA and any MOA related to their title as well as CBA/MOA enforcement. There shall be no representation provided on any other job-related matters by ASAR or SAANYS.
 - b. Non-members wishing to later establish membership in ASAR shall be subject to a waiting period for full legal representation from SAANYS on job related matters other than contract enforcement. Representation on other job-related matters by a SAANYS attorney (e.g., interrogations, disciplinary proceedings, licensure issues, etc.) for those who were previously non-members is subject to the rules and limitations established by SAANYS. During this period, representation by the Association shall be by Association officers and/or staff to the extent of the qualifications and expertise of such officers and staff. In no case will any representation be provided by ASAR or SAANYS for issues or problems that occurred or began during the period of non-membership unless related to contract enforcement.
- F. Active membership shall be continuous until the member leaves the school system, resigns from the Association, or fails to pay membership dues.
- G. Members continuing in a title eligible for membership may terminate their membership through written notice on any form presented by ASAR, SAANYS, or the District.
- H. Upon approval of the Executive Council, and upon payment of dues, membership shall be continuous for the member while on approved leave of absence granted by the Board of Education.

ARTICLE V: DUES

Local Association dues for members shall be at .001 of gross salary as of July 1 annually, or as modified based on hire date. Changes in the Association's local dues structure and special assessments may be modified or levied by 2/3 vote of the Executive Council and majority vote of the General Membership according to provisions in these bylaws. Association dues shall be payable to ASAR through payroll deduction.

Dues for SAANYS Regular dues shall be at .006 x gross salary; maximum \$600, or as modified by the SAANYS Board of Directors. The SAANYS membership year runs from September 1 to August 31. SAANYS dues are payable through payroll deduction.

Unified membership in ASAR and SAANYS, through payment of prescribed dues, is required of members in good standing.

Arrangements must be made with ASAR for those on unpaid leave.

ARTICLE VI: ORGANIZATIONAL STRUCTURE

A. GENERAL MEMBERSHIP

- a. **Composition:** The General Membership shall consist only of all **members in good standing** of the Association.
- b. **Roles -** The General Membership shall:
 - i. Elect officers.
 - ii. Ratify Association CBAs in the manner prescribed in these Bylaws.
 - iii. Make other decisions identified in these Bylaws or by the Executive Council.

B. OFFICERS

- a. **EXPECTATIONS OF OFFICERS:**
 - i. To faithfully fulfill the duties of their office.
 - ii. To lead and manage the unit's business and activities.
 - iii. To fairly represent the unit and its individual members, as necessary.
 - iv. To make decisions consistent with the Bylaws, the unit's CBA and MOAs, district policies, and applicable regulations and laws.
 - v. To facilitate avenues of communication within for its members, and with the district and SAANYS.
 - vi. To advocate for the unit and its individual members as well as for educational leadership as a profession.
 - vii. To exercise the collective bargaining rights of the unit and its members.
 - viii. To maintain appropriate confidentiality regarding unit business and the work with members.
 - ix. To act in a professional manner in all forums, including social media.
- b. **ELECTED OFFICERS:**
 - i. Elected officers shall be President, First Vice-President, Second Vice-President, Secretary, and Treasurer.
 - ii. **Duties and responsibilities:**
 1. **President shall:**
 - a. Preside over meetings of the Executive Council or designate another officer

- or the Executive Director to preside over meetings of the Executive Council.
- b. Schedule meetings of the Executive Council and the General Membership in collaboration with Executive Council.
 - c. Develop a welcome and orientation/onboarding service for new members in collaboration with the District.
 - d. Develop processes for ASAR staff recruiting, hiring, supervision, and evaluation in consultation with other officers.
 - e. Serve as Chief Spokesperson for ASAR.
 - f. Represent ASAR on the SAANYS Board of Directors (or may appoint a designee).
 - g. Appoint members to represent ASAR on District and SAANYS committees or positions as needed unless specified elsewhere in these Bylaws.
 - h. Appoint ASAR Full Time Release Member in collaboration with the District Superintendent.
 - i. Appoint CIAS (Career in Administration/Supervision) representative to Executive Council as a non-voting member
 - j. Perform other duties identified by Executive Council.
2. First Vice-President shall:
 - a. Perform the duties of the President if needed because of absence or incapacity.
 - b. Provide continuity of leadership.
 - c. Member of the grievance committee.
 - d. Represent ASAR on the SAANYS Governmental Relations Committee (GRC). As needed, the President may appoint an alternative representative and one additional representative to the GRC. (President may appoint one additional member).
 - e. Chair the Bylaws Committee and supervise an annual review of the Bylaws.
 - f. Perform any additional duties assigned by Executive Council or the President.
 3. Second Vice-President shall:
 - a. Perform the duties of the President if needed because of absence or incapacity of the President and First Vice-President.
 - b. Chair and identify the Professional Development Committee and oversee and be responsible for all aspects of professional development involving the Association. Voluntary member participation will be solicited.
 - c. Perform any additional duties assigned by Executive Council or the President.
 4. Secretary shall:
 - a. Keep all records including proceedings of the Executive Council and of the General Membership.
 - b. Publish written reports as needed.
 - c. Perform any additional duties assigned by Executive Council or the President.
 5. Treasurer shall:
 - a. Collect all monies due and payable.
 - b. Disburse funds as provided by the approved budget and any established procedural guidelines.
 - c. Secure all funds in approved accounts and invest those funds not needed for current use.

- d. Prepare and publish financial statements and an annual report to the membership.
- e. Perform any additional duties assigned by Executive Council or the President.

C. EXECUTIVE COUNCIL

The Executive Council is the legislative and policy forming body of the Association.

- a. Membership - Executive Council shall be composed of:
 - i. Representatives from each job title category with 6 or more members as established annually by Executive Council, according to the following formula:
 - 6-20 members - 1 representative
 - 21-40 members - 2 representatives
 - 41-50members - 3 representatives
 - 51-60 members - 4 representatives
 - 61-70 members - 5 representatives
 - ii. Elected Officers (President, Vice-Presidents (2), Treasurer, Secretary).
 - iii. The ASAR full time release member as a non-voting member of Executive Council unless also an elected officer.
 - iv. The CIAS representative as a non-voting member of Executive Council unless also an elected officer.
 - v. The Executive Director as a non-voting meeting facilitator.
- b. Term – Executive Council representative year is from September 1 to August 31.
- c. Election Process:
 - i. By August 1st annually, the President and Executive Director will determine appropriate Job Categories for Executive Council members for the next school year and review the categories with the officers.
 - ii. By August 15th annually, the Executive Director will apply the formula for numbers of representatives in each job category, notify members, and run elections where needed on a schedule based on the work year of members in each category.
 - iii. The Executive Director will decide any issues regarding the staggering of terms in consultation with members of the applicable job categories.
- d. Roles and responsibilities:
 - i. Formulate policy for the Association.
 - ii. Perform CBA ratification responsibilities as identified in Article XIII.
 - iii. Perform Bylaws responsibilities as identified in Article XVI.
 - iv. Address staffing needs as recommended by the President. Related responsibilities include but are not limited to:
 - 1. Approving the creation of staff positions.
 - 2. Approving the terms and conditions of employment for staff consistent with the annual budget or amendments.
 - v. Provide fiscal oversight for the Association through:
 - 1. Approval of an annual budget, and any necessary amendments, in collaboration with the Treasurer and the Management Team.
 - 2. Provide policies, procedures, or approvals that include but are not limited to:
 - a. The allocation and utilization of any funds available to members through contractual or other sources, including the professional development funds.
 - b. Reimbursements to officers, staff, or members for approved expenses consistent with the annual budget allocations.
 - c. The provision of any stipends or honorariums to members or staff as recommended by the President.

D. STAFF

- a. Executive Director
 - i. Shall serve at the pleasure of the President as an “at will” employee of ASAR and for a term determined in consultation with Executive Council
 - ii. Shall be hired, supervised, and evaluated by the President through clear processes, developed in consultation with other officers and Executive Council, as needed and appropriate.
 - iii. Duties and responsibilities shall be contained in a job description determined by the President in consultation with other officers and Executive Council.
 - iv. Serves as the non-voting Facilitator of Executive Council meetings.
 - v. Shall chair the Election Committee, develop, and disseminate procedures and timelines to members, and submit an election calendar to Executive Council for approval by the date determined annually by Executive Council.
 - vi. Facilitates the election process for Executive Council representatives.
 - vii. Set the date for the September Executive Council meeting in consultation with officers.
 - viii. Shall have terms and conditions of employment identified in writing as established by the President and Executive Council.
- b. ASAR Full Time Release Member
 - i. Shall serve at the pleasure of the President as an “at will” employee of ASAR.
 - ii. Shall be appointed by the President in collaboration with the District superintendent
 - iii. Shall be supervised by the President through clear processes.
 - iv. Will have duties and responsibilities contained in a job description determined by the President in consultation with other officers and Executive Council.
 - v. Shall serve as a non-voting member of Executive Council meetings.
 - vi. Shall chair the Grievance Committee and report back to Executive Council the status of issues.
 - vii. Shall file appropriate Grievance, PERB or other legal actions in consultation with SAANYS.
- c. Others
 - i. As created by Executive Council upon recommendation and/or consultation with the President.
 - ii. Shall be hired, supervised, and evaluated by the President through clear processes developed in consultation with other officers and Executive Council as needed and appropriate.
 - iii. Duties and responsibilities to be determined by the President in consultation with other officers and Executive Council.
 - iv. Executive Council will determine any compensation, upon consultation with the President and Treasurer, and consistent with the annual budget allocations or any approved modifications.

E. MANAGEMENT TEAM

- a. Composition: President, ASAR full time release member, and the Executive Director (when filled)
- b. Roles and Responsibilities:
 - i. Manage the day-to-day work of the Association.
 - ii. Serve as the liaison to District leadership, SAANYS, and other organizations.
 - iii. Respond to members’ inquiries and needs in a timely manner.
 - iv. Represent members in job related matters within the scope of their training, experience, qualifications, and areas of expertise to the best of their ability.
 - v. Arrange for alternate representation as appropriate and needed.

- vi. Consult and collaborate with other officers, Executive Council, and SAANYS staff as needed.
- vii. Enter into MOAs with the District as allowed in Article XI. Such agreements shall be reported to Executive Council at its next meeting.
- viii. Enter into contractual arrangements related to the operations of ASAR. Such agreements shall be reported to Executive Council at its next meeting.
- ix. Expend funds consistent with the adopted budget.
- x. Develop operational procedures for approval by the Executive Council.
- xi. Compile accurate records of Association business.
- xii. Manage the Grievance Committee and oversee the grievance process
- xiii. Process grievances with the involvement of other members as appropriate or necessary. Grievances in process shall be reported to Executive Council as will resolutions.

F. COMMITTEES

There shall be Standing, Ad Hoc, and Special Committees of the Association. All are expected to make every effort to reach consensus prior to any formal vote on issues being addressed by the committee. Executive Council shall annually seek volunteers for committees. Composition, roles, and responsibilities for committees shall be developed by Committee Chairs in consultation with Executive Council.

- a. Standing Committees:
 - i. Audit: The audit committee shall consist of three members who are not officers, each representing a different job category, serving two-year terms. They are to be appointed bi-annually by the Executive Council. The committee will conduct an annual audit of ASAR’s financial records and report to ASAR’s Executive Council no later than two months following the close of each fiscal year.
 - ii. Professional Development - Chaired by the Second Vice-President, the committee shall annually: develop the Professional Development Budget using the approved figures from the ASAR budget; identify and implement a theme for the school year; and develop a Professional Development Plan.
 - iii. Bylaws – Chaired by the First Vice-President for an annual review
- b. Ad Hoc Committees: The Executive Council, President, or Executive Director may create Special Committees as may be necessary, discharge them upon completion of their duties, and appoint members to such committees. These Committees shall operate for the purposes and according to expectations identified by the appointing authority.
- c. Special Committees
 - i. Negotiations – see Article XIII
 - ii. Election (Biannually) see Article VI

ARTICLE VII: ELECTIONS AND VACANCIES

- A. All elections shall be by secret ballot and the candidate receiving the most votes for any office shall be elected.
- B. The Executive Council shall be chosen by each of the membership units in the proportion described in Article VI.
 - a. Each job category shall elect representatives for a two-year term, assuming the category continues, beginning September 1st of the year of their election. The Executive Director shall conduct these elections.
 - b. In the event that an elected representative is unable to serve for any reason, including lack of attendance at three consecutive Executive Council meetings, the position will be considered vacant. Executive Council may fill the vacancy with a member of the job category if there

are more than ninety (90) days remaining in the year. If a vacancy occurs with less than ninety (90) days remaining in the year, Executive Council will assign duties, as necessary. Input on candidates for the vacancy will be received from the other representatives for that job category on Executive Council if they exist.

- C. Elected Officers: The President, Vice-Presidents (2), Secretary, and Treasurer shall be elected by the General Membership no later than May 15.
- a. The officers will serve a term of two years beginning July 1st of the year of election.
 - b. Paper ballots or secure electronic ballots may be used at the discretion of the Chair of the Election Committee. Voting methodology will be identified in advance of any election.
 - c. Nominations for the elected offices of President, Vice-Presidents (2), Secretary and Treasurer shall be in writing to the Chair of the Election Committee by March 1st for the March Executive Council meeting. Any active ASAR member in good standing may submit a nomination provided that the person nominated has been notified, has agreed to serve if elected, and meets eligibility requirements.
 - d. In the event that the President is temporarily unable to serve, the First Vice-President will assume the duties of President for up to ninety (90) days. Should the period exceed ninety (90) days, the General Membership shall vote to extend the authority of the First Vice-President to assume the duties of President or hold a special election. During such periods, Executive Council is also authorized to assign any of the duties of the First Vice-President to other members as needed.
 - e. In the event that another elected officer is temporarily unable to serve, Executive Council may appoint an acting officer or otherwise assign the duties for a period of up to ninety (90) days. Should the period exceed ninety (90) days, the General Membership shall vote to extend the authority of Executive Council to appoint an acting officer or otherwise assign the duties or hold a special election.
 - f. In the event that an officer (President, Vice-President (2), Secretary, Treasurer) gives notice of his/her resignation or is otherwise permanently unable to fill the term of office, the following processes will apply:
 - i. If within ninety (90) days of the end of a year (April 1 or later), for President “d.” above applies; for other offices, the Executive Council, upon the recommendation of the President, may assign duties to other members as needed.
 - ii. If more than ninety (90) days before the end of a year (March 31 or earlier), Executive Council may authorize a special election to fill the vacancy but is not required to do so. Following any such election, the officer-elect shall assume duties immediately or upon the effective date of a resignation, whichever is later.
 - g. Qualifications: Any member of the association in good standing is eligible to run and hold office positions. Candidates for any office must provide documentation of experience and qualification to the Election Committee. Preferred, but not required, experience includes, but is not limited to, district-wide activity or responsibilities in ASAR through attendance at meetings, committee participation, service as a representative to Executive Council or other volunteerism for at least a two-year period and/or other relevant labor relations or union activity.
 - h. Removal of officers: Any officer may be removed from office for actions, conduct, and behavior that is detrimental to the Association through the following process:
 - i. A petition signed by more than 50% of the members, calling for the removal and delineating the reasons for such removal, must be submitted to Executive Council, which will manage the process.
 - ii. The officer so charged may:
 1. Resign effective immediately, or
 2. Ask for a meeting of the General Membership to answer the charges. Such meeting must be held within ten (10) workdays. At this meeting, the officer may

present evidence and may speak to the membership. A vote by secret ballot will be taken in a manner determined in advance of the meeting. Removal from office shall occur should 2/3 of the full membership of the Association vote to sustain the removal at a meeting for which there is a quorum of 2/3 of the full membership. A decision to remove an officer shall be effective immediately following a vote of the General Membership to affirm removal.

- iii. During the period between the submission of a petition and a vote by the General Membership, Executive Council is authorized to suspend the officer and assign any duties of the office to other members of the Association.

ARTICLE VIII: ASSOCIATION FINANCES

- A. Fiscal year: July 1 to June 30
- B. Budget
 - a. The Treasurer and Management Team shall prepare and propose a budget for the upcoming year to the Executive Council by May 15th annually for approval and adoption.
 - b. The Executive Council will finalize the budget by May 31st annually.
 - c. The Treasurer will present the budget at the May meeting of the General Membership.
 - d. By September 30th annually, the Treasurer shall prepare a summary budget report for the previous year for the Executive Council.
 - e. The Treasurer shall present the budget report overview annually at the November meeting of the General Membership. Review of the written report will be available to members upon request.
 - f. The Audit Committee shall present its report on the audit of the previous year's finances at the November meeting of the General Membership.
- C. Audit: In addition to the annual review and report of the Audit Committee, the Executive Council shall engage a professional for an external audit of Association finances every three (3) years or whenever there is a need identified by Executive Council.

ARTICLE IX: MEETINGS

- A. General Membership
 - a. The General Membership of ASAR shall meet at least once per semester and at the special call of the President.
 - b. Notice of the meeting must be published to all members one week in advance of the date.
- B. Executive Council
 - a. Executive Council shall schedule meetings monthly from September to June.
 - b. The yearly schedule of meetings shall be established by September 30th annually.
 - c. The President may call special meetings.
- C. Committees
 - a. Committees shall meet in accordance with any expectations established by Executive Council or the appointing authority or,
 - b. At the discretion of the committee to fulfill its obligations.

ARTICLE X: QUORUMS

Unless otherwise indicated in other Articles of these Bylaws, for meetings of the General Membership, Executive Council and committees, a quorum shall be attendance by more than 50% of the current (not

potential) membership of each body. Vacancies in a position do not count toward the total current membership of a group. Acceptable attendance at any meeting shall be in person or through any virtual manner authorized in advance by the President, the Executive Council, or the Committee Chair.

ARTICLE XI: DECISION MAKING

A. General Membership

A quorum shall be required at meetings regarding decisions by the Association. Acceptable forms of attendance include in-person or by any other electronic means authorized by Executive Council which allows full participation in meeting discussions.

- a. Decisions regarding any CBA ratification shall be passed by a majority affirmative vote of members authorized to vote. Attendance at any informational meeting regarding the proposed CBA is required for such authorization. One (1) in-person and two (2) virtual meetings regarding the proposed CBA will be held.
- b. Decisions or resolutions for other action shall be by majority affirmative vote of those in attendance, providing the quorum requirement is met.
- c. Voting for the CBA shall be by secret ballot as determined by Executive Council. Online services like election runner (www.electionrunner.com) are acceptable. Voting for other resolutions may be through these methods or by voice or show of hands.

B. Executive Council

The Executive Council is authorized to make decisions regarding the management and operation of the Association consistent with its roles and responsibilities as identified in these Bylaws. It may seek consultation and advice from other appropriate entities. Decisions shall be by majority vote of those present at any meeting which meets the quorum requirement. Attendance and voting methodology will be announced in advance of any meeting. In the instances where the vote is a tie, the issue may be brought to the ASAR officers. In such cases, the decision of the officers shall be binding on the Executive Council.

C. Management Team

The management team is authorized to make decisions related to the management and operation of the Association consistent with its roles and responsibilities as identified in other articles of these Bylaws. For any MOA or other contractual matter limited to an individual or a sub-group, the Management Team shall confer with the impacted member(s) prior to making their decision. They may also seek consultation and advice from other appropriate entities. While consensus is desired, the ultimate authority for decisions of the Management Team rests with the President. In the instances where the Management Team or President cannot decide, or decides an issue is better decided by Executive Council, the issue shall be brought to the Executive Council. In such instances, the decision of the Executive Council shall be binding on the Management Team and President. The Executive Council is also authorized to take such issues to a vote of the General Membership, which is also binding on the Executive Council, President, and Management Team.

D. Committees

Committees' authority to make decisions is consistent as identified in these Bylaws or as identified by the appointing authority. Decisions by committees should be made by consensus where possible. Where needed, voting may occur by any method practicable.

ARTICLE XII: COMMUNICATIONS

The only person authorized to speak on behalf of the Association is the President or the President's designee(s).

The Association shall provide regular and timely communications to members through practices established by the Executive Council and/or Management Team.

ARTICLE XIII: NEGOTIATIONS

It is understood that no member of this unit will have any authority to negotiate outside of the contract. The Management Team and/or the Executive Council may take action to protect Association rights should this occur.

A. Contract Negotiations:

a. Negotiating Team:

- i. Composition (to be determined prior to July 1 of the final year of the contract):
 1. ASAR President (or designee)
 2. Additional ASAR members to be determined by the Executive Council with the goal of broadest possible representation across job title categories
 3. And, if requested, any SAANYS staff member(s) assigned by the SAANYS Labor Relations/Legal Department.

b. Process:

- i. Executive Council shall establish contract negotiations procedures no later than July 1 of the final year of the CBA.
 - ii. This process shall include, but not be limited to, expectations and procedures for member input, priority setting, information dissemination, identification of the Negotiating Team, and anticipated voting procedures.
 - iii. Such procedures shall be disseminated to the General Membership by August.
- c. Authority: The Negotiating Committee is empowered to enter into a tentative agreement with the District, subject to approval by the Executive Council and the General Membership.

B. Contract Ratification:

- a. Prior to entering into a tentative agreement, the Negotiations Committee shall meet and confer with the President and other Association officers.
- b. The Executive Council shall receive the CBA tentative agreement with the Rochester City School District from the Negotiating Committee and shall adopt or reject the agreement subject to final approval by the membership. To approve a CBA agreement, two-thirds of Executive Council voting must vote affirmatively.
- c. If a CBA tentative agreement is approved in such a manner, both the Negotiating Team and the Executive Council are expected to endorse and support the agreement in its presentation to the General Membership.
- d. The CBA shall be ratified when there is an affirmative vote by the General Membership as outlined in Article XI.

ARTICLE XIV: FAIR PRACTICES

Without discrimination, and without regard to sex, race, creed, color, handicap, national origin, marital status, or sexual orientation, ASAR shall:

- A. Admit all eligible persons meeting requirements for membership in good standing.
- B. Represent all members in good standing in a manner consistent with these bylaws, contract, regulation, and law.
- C. Represent non-members to the extent required by the Association Bylaws and applicable statute.

ARTICLE XV: NO STRIKE PROVISION

The Association, ASAR, affirms that it does not assert the right to strike, nor to assist or to participate in any strike, or to impose an obligation on its members to conduct, assist or participate in such a strike.

ARTICLE XVI: AMENDMENTS

Any proposed amendment to these Bylaws may be submitted to the Bylaws Committee for review and consideration. The Bylaws Committee shall represent the proposed amendment(s) and recommendations to Executive Council within thirty (30) workdays.

- A. A two-thirds vote of the Executive Council is required to approve an amendment to be submitted to the General Membership for a ratification vote. The decision of the Executive Council must be within thirty (30) workdays of receipt of any proposed amendment(s).
- B. If the amendment is approved for submission to the General Membership, it must be done within twenty (20) school days of Executive Council approval.
- C. An affirmative vote of two-thirds of the full General Membership shall be required for ratification of any proposed amendments. Voting shall be by secret ballot, using paper ballots and/or secure electronic ballots. Online services like election runner (www.electionrunner.com) are acceptable.

ARTICLE XVII: EFFECTIVE DATE

These Bylaws fully replace the previous ASAR Constitution and Bylaws, last modified on July 1, 2013. They became effective on November 30, 2022, the date of a ratification vote by the full General Membership according to amendment procedures in the previous Constitution and Bylaws.